

HORTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on 08th May 2026 at Broadway Methodist Church.

Present: Cllr B Mosley, Chair, J Martin, H Massey, M Schmidt, P Babbington.

- 26/15 Election of Chairman & declaration of acceptance of office.** Cllr B Mosley was re-elected. Proposed Cllr Massey, seconded Cllr Martin. Approved unanimously. Declaration of acceptance signed.
- 26/16 Election of vice Chair and declaration of acceptance of office:** Cllr Johnson had indicated he was prepared to Continue as Vice Chair for the next year. Proposed Cllr Massey, seconded Cllr Mosley. Approved unanimously, declaration will be signed at the next meeting.
- 26/ 17 Somerset Councillor Report** – no report was received Cllr Osborne is currently on extended leave until 22nd July 2026
- 26/18 Apologies for absence** – apologies were received and accepted from Cllr A Johnson.
- 26/19 Declaration of Interests** – Cllr Massey declared an interest in Item 4, planning application for Mead Cottage. Accepted.
- 26/20 Approval of minutes April 09th 2026** – minutes were approved and signed.
- 26/21 Finance:**
- To approve and sign the Bank statements** – April 2026 – approved and signed
 - To approve and minute payment requests.** See Appendix A- approved and signed
 - To approve and sign bank reconciliations** April 2026 – approved and signed
- 26/22 To resolve amendment to Natwest accounts, remove signatories and add Clerk & Cllr Martin.** Proposed Cllr Massey, seconded Cllr Mosley. Clerk to complete online form and attach letter & minutes.
- 26/23 Planning:**
- [26/00679/FUL | Proposed Demolition of Existing Rear Two Storey Extension, Garage & Outbuildings and Erection of Revised Two Storey and Single Storey Extensions, Replacement Double Garage and Hairdressing Salon | Mead Cottage Pottery Road Horton Ilminster Somerset TA19 9QW](#)
- Proposal:** Proposed Demolition of Existing Rear Two Storey Extension, Garage & Outbuildings and Erection of Revised Two Storey and Single Storey Extensions, Replacement Double Garage and Hairdressing Salon
- Location:** Mead Cottage Pottery Road Horton Ilminster Somerset TA19 9QW
- Applicant:** Mr & Mrs L Massey
- Application Type :** Full Application
- Application Number:** 26/00679/FUL
- The PC considered this application and agreed that they had no objections and that the development will provide an asset for the Village – Clerk to reply to SC Planning

25/ 24 Annual Policy review: Policies were reviewed and adopted.

Policy	Date of adoption	Review date	Updates required/implemented
Policies on website			
Standing Orders	January 2026	May 2027	Updated/ on website

IT Policy	February 2026	May 2027	Updated /on website
Procurement Policy/guidelines	February 2026	May 2027	Updated/ on website
Co-option Policy/application	January 2026	May 2027	Updated/on website
Financial Regulations	January 2026	May 2027	Updated/on website
Publication Scheme	May 2020	Pending	
Civility & Respect Guidelines	May 2020	February 2026	Updated/on website
Code of Conduct	January 2026	May 2027	Updated/on website
Asset Register	April 2026	May 2027	Updated/on website
Whatsapp for PC	April 2026	May 2027	Updated/on website
Data Protection	May 2020	2026	Updated/on website
Scheme of delegation	May 2020	2026	Updated/on website
Transparency Code	May 2020	2026	Updated/on website
Civility & Respect/Dignity at Work.	May 2020	2026	Updated/on website
Risk Management Policy	N/A	2026	Updated/on website
Risk Management Scheme	N/A	2026	Updated/on website
Document Retention Policy	N/A	2026	Updated/on website
GDPR subject access request policy	N/A	2026	Updated/on website
Freedom of Information Policy	N/A	2026	Updated/on website
Grant Application/Policy	N/A	2026	Updated/on website
Subject Access Request	N/A	2026	Updated/on website

Policies due for review/adoption in 2026/27	Date of next review	Date of adoption
Investment Policy	May 2027	May 2026
Disciplinary Policy	May 2027	May 2026
Grievance Policy	May 2027	May 2026
Complaints Policy	May 2027	May 2026
Health & Safety (incl lone worker)	May 2027	May 2026
Policies for Assertion 10 compliance	Date of review	Date of adoption
Privacy Notice	May 2027	May 2026
Email Policy	May 2027	May 2026
Website Accessibility Statement	May 2027	May 2026
Data Breach Policy	May 2027	May 2026
GDPR Map	May 2027	May 2026

25/25 To consider a report with quotes for proposed new and replacement playground equipment. Pending a report from Cllr Johnson

25/26 Update re Village sign: Cllr Martin will obtain an updated quote – Cllr Mosley will contact a local contractor regarding installing the sign.

25/27 Memorial Bench (Cllr R Buckler)– update. Cllr Mosley will contact a local contractor for a quote to install the concrete base – Cllr Massey will research suitable benches. Mrs Buckler will be asked to provide a plaque to attach to the bench.

25/28 Dates for PC Meetings 2026/7(second Thursday each month unless advised otherwise)
NB No meetings in August or December.

- a. 11th June 2026
- b. 16th July 2026 (third Thursday)
- c. 10th September 2026
- d. 08th October 2026
- e. 12th November 2026
- f. 14th January 2027
- g. 11th February 2027
- h. 11th March 2027
- i. 08th April 2027
- j. 13th May 2027

2. Standing items.

a. Monthly updates:

- i. Highways/Village maintenance: Ongoing – the footpath alongside the river is very overgrown – Cllr Martin will contact contractor. The roadside gutters and edges in Hanning Road need clearing with heavier equipment than is available locally. Clerk to contact LCN and see if they have contacts which may be able to carry out these works.
- ii. Consider annual schedule of grounds maintenance. Ongoing.
- iii. Playing Field. Biffa contract – update from Cllr Johnson- Cllr Johnson contacted Biffa, the response was not particularly helpful. After discussion it was agreed that the Clerk will contact Biffa, request they remove the bin and cease the service. Clerk will source alternative provider.
- iv. Speed Indicator Devices –update re placement of pole/installation of device. SID is now located in Pottery Road, Cllr Martin will download data and report to a future meeting
- v. Bus shelter refurbishment/decoration. Decoration ongoing. – Cllr Massey will source three suitably sized panels for the school to decorate and then install in the shelter.

Appendix A

Payment requests:

B Mosley	SID fixings	
Clerk	CiLCA/travel	135.66
HMRC	CiLCA	30.60
N Compton	Verge maintenance	150.00
Clerk	Office supplies	17.97